PALM BEACH Transportation Planning Agency

CITIZEN'S ADVISORY COMMITTEE (CAC) AGENDA

DATE: **Wednesday, February 7, 2018**

TIME: **1:30 P.M.**

PLACE: **Vista Center 4th Floor Conference Room 4E-12**
2300 North Jog Road
West Palm Beach, FL 33411

---

1. REGULAR ITEMS

A. Roll Call

B. MOTION TO ADOPT Agenda for February 7, 2018

C. MOTION TO APPROVE Minutes for December 6, 2017

D. Comments from the Chair

E. CAC Liaison's Report

F. General Public Comments and Public Comments on Agenda Items

Any members from the public wishing to speak at this meeting must complete a Comment Card available at the welcome table. General Public comments will be heard prior to the consideration of the first action item. Public comments on specific items on the Agenda will be heard following the presentation of the item to the Committee. Please limit comments to three minutes.

2. ACTION ITEMS

A. MOTION TO RECOMMEND APPROVAL of Safety Performance Measures

Pursuant to Federal Highway Administration (FHWA) performance measures implementation requirements, the TPA is required to adopt safety measures and targets by February 27, 2018. TPA Staff will present the proposed safety performance measures and targets to be included in the Long Range Transportation Plan (LRTP) and Transportation Improvement Program (TIP). The presentation is attached.

B. MOTION TO RECOMMEND APPROVAL of the Palm Beach TPA Limited English Proficiency (LEP) Plan

Palm Beach TPA staff will present the updated LEP Plan, which can be accessed at PalmBeachTPA.org/LEP.

C. MOTION TO RECOMMEND APPROVAL of the Palm Beach TPA Title VI and ADA Nondiscrimination Policy and Plan

Palm Beach TPA staff will present the updated Title VI and ADA Nondiscrimination Policy and Plan, which can be accessed at PalmBeachTPA.org/Nondiscrimination.

3. INFORMATION ITEMS

A. Okeechobee Boulevard Corridor Study Update

West Palm Beach Staff will provide an update on the Okeechobee Boulevard Corridor Study.

B. Summary Points from the December 14, 2017 Governing Board Meeting

4. ADMINISTRATIVE ITEMS

A. Member Comments

B. Next Meeting – March 7, 2018

C. MOTION TO ADJOURN

NOTICE

In accordance with Section 286.0105, *Florida Statutes*, if a person decides to appeal any decision made by the board, agency, or commission with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purposes, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

Public participation is solicited without regard to race, color, national origin, age, sex, religion, disability or family status. Persons who require special accommodations under the Americans with Disabilities Act or persons who require translation services for a meeting (free of charge), please call 561-684-4143 or send email to MBooth@PalmBeachTPA.org at least five business days in advance. Hearing impaired individuals are requested to telephone the Florida Relay System at #711.

PALM BEACH Transportation Planning Agency

MINUTES OF THE
CITIZEN'S ADVISORY COMMITTEE (CAC)
Wednesday, February 7, 2018 1:30 p.m.

Vista Center 4th Floor Conference Room 4E-12
2300 North Jog Road
West Palm Beach, Florida

PDF versions of the agenda, backup material and presentations as well as audio recordings are available for review at www.PalmBeachTPA.org/CAC

1. REGULAR ITEMS

CHAIR HARVIE called the meeting to order at 1:30 p.m.

1.A. Roll Call

The Recording Secretary called the roll. A quorum was present as depicted in Exhibit A of these Minutes.

1.B. ADOPTED: Agenda for February 7, 2018

MOTION to adopt the Agenda. Motion by Mr. Bill Klein, seconded by Ms. Tinu Peña, and carried unanimously.

1.C. APPROVED: Minutes of December 6, 2017

MOTION to approve the Minutes for December 7, 2017. Motion by Dr. Myron Uman, seconded by Mr. Greg Fagan, and carried unanimously.

1.D. Comments from the Chair

The Chair welcomed members to the first committee meeting of the year and his first as chair of the committee.

1.E. CAC Liaison's Report

MR. ANDREW UHLIR reviewed the following from the Liaison Report provided:

- Noted that March is Florida Bicycle Month and encouraged members to celebrate and promote safe bicycling in Palm Beach County. He stated that more information about bicycle safety and bicycle events in PBC could be found at BikePalmBeach.org.
- Noted that there are copies of the 2017 Year in Review at the sign in table.

1.F. General Public Comments

There were no general public comments received.

2. ACTION ITEMS

2.A. RECOMMENDED APPROVAL: Safety Performance Measures

MR. ANDREW UHLIR, Palm Beach TPA Transportation Improvement Program (TIP) Coordinator, noted that staff will be presenting an updated presentation as compared to the slides provided in the agenda backup. The changes were based on input received from the Metropolitan Planning Organization (MPO) Advisory Council meetings that occurred following distribution of the agenda packet.

MR. UHLIR stated performance based measuring has been around since 2012 with MAP-21 (Moving Ahead for Progress in the 21st Century), and requires the FDOT and the TPA to monitor required performance measures, establish targets, and report progress. He reviewed the performance measure target due dates and the TPA vision. He noted the required safety performance measures that include number and rate of fatalities, number and rate of serious injuries, and number of non-motorized fatalities and serious injuries.

MR. UHLIR noted FDOT's target of Vision Zero, which is zero fatalities and serious injuries for 2018, and the TPA's recommendation based on this same principal. He reviewed prior data for the number of fatalities and serious injuries since 2006 and noted that 2017 data will not be available until April 2018. He clarified that the data included all city, state and county roads, pedestrians, bicyclists and vehicles after committee member inquiries.

He highlighted the current planning and implementation steps the TPA is taking toward Vision Zero, with the TPA to create a Vision Zero Action Plan by February 2019.

Discussion ensued regarding fatalities and serious injuries categorization. Mr. Uhlir noted that serious injuries were those that were incapacitating, meaning that the injured person is transported to the hospital and unable to perform a basic life function.

A further brief discussion ensued regarding the support of Vision Zero and meeting the targets presented.

MOTION to Recommend Approval with the request to the board to direct TPA staff to create a Vision Zero action plan by February 2019, and evaluate current TIP projects to determine safety effectiveness. Motion by Dr. Myron Uman. Seconded by Ms. Tinu Pena, and carried unanimously.

2.B. **RECOMMENDED APPROVAL:** Palm Beach TPA Limited English Proficiency (LEP) Plan

MS. MALISSA BOOTH, Palm Beach TPA Public Relations Manager, presented this item and noted the Governing Board adopted an updated Public Participation Plan (PPP) in October 2017 with this LEP plan to be include as an appendix to the aforementioned plan. She stated updates to this plan included redesign for consistency with the TPA's new branding, contact information, county demographic changes and updates of translated products and services routinely provided.

MOTION to recommend approval of the Palm Beach TPA LEP Plan. Motion by Mr. Bill Klein, seconded by Mr. Richard Gonzalez and carried unanimously.

2.C. **RECOMMENDED APPROVAL:** Palm Beach TPA Title VI and ADA Nondiscrimination Policy and Plan

MS. BOOTH reviewed the Nondiscrimination Policy and plan for Title VI and ADA populations. She highlighted updates to this plan that include identifying a specific TPA staff member as a single point of contact, a revised nondiscrimination policy statement, commitments to serve the LEP and disabled populations, and an updated complaint process and form. She noted this plan would also be included as an appendix in the PPP, and both this plan and the LEP would be translated into Spanish. She noted the TPA would annually examine the policy to determine any updates that may be needed.

There was a brief discussion regarding translating the PPP into Spanish, suggestions for other language translations due to demographic changes, and clarifications on sexual harassment policies as it relates to this plan with staff clarifying the TPA follows the County's policies.

MOTION to recommend approval of the Palm Beach TPA Title VI & ADA Nondiscrimination Policy & Plan. Motion by Mr. Bill Klein, seconded by Ms. Judy Daversa and carried unanimously.

3. INFORMATION ITEMS

3.A. DISCUSSED: Okeechobee Boulevard Corridor Study Update

MS. UYEN DANG, City of West Palm Beach Traffic Engineer, presented this update. She highlighted the concurrent studies and introduced some quick facts regarding the city of West Palm Beach. She noted that West Palm Beach is the third largest city in the region with a growing population, where the majority still prefer to drive.

MS. DANG, highlighted the downtown area and the ongoing traffic congestion in the area. She noted the Okeechobee Boulevard corridor has poor lighting conditions at night and reviewed some key observations regarding the corridor. She discussed strategies to improve the area and noted that public outreach has been ongoing and that there were charrettes in early June.

MS. DANG defined the strategic mobility vision for creating a connected community with increased biking, walking and transit options. She pointed out some short-term strategies as well as long-term improvements for the downtown area.

No further discussion ensued.

3.B. Summary Points from the December 14, 2017 TPA Governing Board Meeting

There was no discussion on this item.

4. ADMINISTRATIVE ITEMS

4.A. Member Comments

DR. MYRON UMAN inquired on the procedure for informing the Governing Board of the Committee's recommendations.

MR. UHLIR clarified that the language provided would be included in the Governing Board agenda and highlighted during the item's presentation during the Governing Board meeting.

MR. TOMAS BOITON informed members of the upcoming Human Services Transportation Summit on February 20th.

4.B. Next Meeting – March 7, 2018

4.C. Motion to Adjourn

There being no further business, the meeting was adjourned at 3:07 p.m.

This signature is to attest that the undersigned is the Chair, or a designated nominee of the Citizens Advisory Committee and that information provided herein is the true and correct Minutes for the **February** meeting of the Citizen's Advisory Committee, dated this 8 day of February, 2018.

Glen B Harris

Chair

EXHIBIT A

Citizens Advisory Committee
Attendance Record 2017- 2018

Representative Appointed by	Mar '17	Apr '17	May '17	Jun '17	Jul '17	Aug '17	Sep '17	Oct '17	Nov '17	Dec '17	Jan '18	Feb '18
BRUCE BASTIAN Mayor Cary Glickstein	E	P	E	A	A		MEETING CANCELLED	E		E		E
TOMAS BOITON Commissioner Melissa McKinlay	A	E	P	E	E			A		P		P
TERRY BROWN General Public	P	P	P	E	A			E		P		A
JUDY DAVERSA General Public	E	P	P	P	P			A		E		P
GREG FAGAN Former Board Representative, Jeff Koons	E	P	P	P	P			P		P		P
MICHAEL FITZPATRICK Mayor Steven Grant	P	P	E	P	P			P		P		A
DAVID FLANIGAN Former Board Representative, Wendy Harrison	P	P	E	P	P			P		P		P
RICHARD GONZALEZ Commissioner Steve Abrams	P	P	P	E	P			P		E		P
*GLEN HARVIE Commissioner Mary Lou Berger	P	P	E	P	P			P		P		P
WILLIAM (BILL) KLEIN Mayor Anne Gerwig	-	-	-	***P	P			P		P		P
TINU PEÑA Former Board Representative, Richard Valuntas	P	E	E	E	Alt			P		P		P
ANDREW THOMSON Council Member Robert Weinroth	A	P	P	P	P			P		P		E
**MYRON UMAN Commissioner Keith James	P	P	P	P	P			P		P		P

*2018 Chair
A = Absent/No Attendance
**2018 Vice-Chair
- = Member not assigned
P = Member Present
***New Appointment
E = Excused Absence
Shaded Area= Meeting not held

OTHERS PRESENT	REPRESENTING
Robert Hintersteiner	COBWRA
Renee Cross	Palm Beach Transportation Planning Agency
Kevin Fischer	Palm Beach Transportation Planning Agency
Alyssa Frank	Palm Beach Transportation Planning Agency
Valerie Neilson	Palm Beach Transportation Planning Agency
Margarita Pierce	Palm Beach Transportation Planning Agency
Andrew Uhlir	Palm Beach Transportation Planning Agency
Nick Uhren	Palm Beach Transportation Planning Agency
Tim Verbeke	Palm Beach Transportation Planning Agency
Malissa Booth	Palm Beach Transportation Planning Agency